



MINERAL COUNTY SCHOOLS

ONE BAKER PLACE, KEYSER, WEST VIRGINIA 26726

Phone: 304-788-4200 / Fax: 304-788-4204

August 15, 2017

Meeting #4

A Regular meeting of the Board of Education of Mineral County will be held on Tuesday, August 15, 2017, at 6:00 p.m. in the Administrative Office at One Baker Place, Keyser, West Virginia.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the County School System's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item Public Comments.

A G E N D A

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER

3. ROLL CALL:

Members

_____	Woy, President	(06-30-2020)
_____	Courier, Vice-President	(06-30-2018)
_____	Denne	(06-30-2020)
_____	Ludwick	(06-30-2018)
_____	Watson	(06-30-2018)

4. APPROVAL OF AGENDA

5. COMMUNICATIONS – Superintendent/Board:

A. Superintendent's Update:

B. Presentation:

1. Michael Lewis, Principal – Keyser High School

C. Board Comments:

6. PUBLIC COMMENTS:

- A. Agenda Items
- B. Non-Agenda Items

7. APPROVAL OF MINUTES:

- A. Regular Meeting August 1, 2017 #3

DISCUSSION:

1. FINANCE/BUDGET:

- A. Treasurer's Report for the Month Ended June 30, 2017 –ITEM
- B. Treasurer's Statement of Investments Outstanding as of June 30, 2017 –ITEM
- C. Treasurer's Report for the Month Ended July 31, 2017 –ITEM
- D. Treasurer's Statement of Investments Outstanding as of July 31, 2017 –ITEM

ACTION AGENDA

OTHER ACTION:

1. PERSONNEL:

NOTE: The Superintendent's nominees to fill posted vacancies are subject to change upon withdrawal of a nominee after this agenda was prepared and prior to the board meeting. In such case, the name of any new nominee will be announced in public at the meeting, prior to the Board's action to fill the vacancy.

A. Retirement – Professional Personnel

- 1. Michelle McRae, Reading Literacy Specialist, Keyser Primary School, effective August 7, 2017
-This position was advertised August 10 – 16, 2017

The superintendent wishes to thank Ms. McRae for her 40 years of service to Mineral County Schools.

B. Placements/Transfers – Administrative Personnel

- 1. (name may be provided at meeting), Assistant Director of Support Services – Transportation and Warehouse/Inventory Supervisor, 261 days

C. Placements/Transfers – Professional Personnel

1. (name may be provided at meeting), School Instructional Specialist, half-day, Frankfort Intermediate School
2. (name may be provided at meeting), Teacher, Grade 5, Keyser Middle School
3. (name may be provided at meeting), Education Specialist/Mental Health/Disabilities Transition – Half-day, Keyser Primary School
4. (name may be provided at meeting), Teacher, Pre K, New Creek Primary School

D. Placement/Transfer – Service Personnel

1. (name may be provided at meeting), Itinerant Classroom Aide or Itinerant Classroom Aide/Paraprofessional/Early Childhood Classroom Assistant Teacher, Kindergarten, Wiley Ford Primary School

E. Placements in Extracurricular Vacancies as Previously Approved and Advertised
(names may be provided at meeting)F. Placements in Coaching Vacancies as Previously Approved and Advertised
(names may be provided at meeting)G. Placements – Substitute Teachers as Previously Approved and Advertised
(names may be provided at meeting)H. Permission to Post Positions

1. Itinerant Classroom Aide/Paraprofessional, Frankfort Middle School; Funding Source: County
2. Itinerant Classroom Aide/Paraprofessional, Mineral County Alternative Program; Funding Source: County

I. Resignation – Administrative Personnel

1. Jenni Woy, Principal, Mineral County Alternative Program, 235 days, effective August 10, 2017
– **Advertise Position**

J. Volunteers

1. Keyser Primary School
 - b. Rob Woy
 - c. Jessica Gould
 - d. Troy Ravenscroft
 - e. Tabby Woy

2. Mineral County Alternative Program
 - a. Rob Woy
 - b. Tabby Woy

2. **FINANCE/BUDGET:**

- A. Approve Invoices for June 2017, in the Amount of \$2,144,801.37, for Checks 121840 – 122414 –ITEM
- B. Approve Invoices for July 2017, in the Amount of \$770,620.17, for Checks 122415 – 122605 –ITEM
- C. Approval of Memorandum of Understanding between Mineral County Schools and The Jefferson School at Finan – ITEM
- D. Request for Financial Support for Student Travel to National Competitions–Mineral County Technical Center – ITEM

CONSENT AGENDA:

The Superintendent recommends approval of the following matters on the **Consent Agenda:**

1. **PROGRAM PLANNING:**

- A. Student Observations, American Public University
 1. Brandon Clark, 35 hours, Wiley Ford Primary School, 2017-2018 school year
- B. Approval of Mineral County Work-Based Learning Sites, State Board of Risk Insurance Certification – ITEM

2. **PERSONNEL:**

NOTE: The Superintendent's nominees to fill posted vacancies are subject to change upon withdrawal of a nominee after this agenda was prepared and prior to the board meeting. In such case, the name of any new nominee will be announced in public at the meeting, prior to the Board's action to fill the vacancy.

- A. Extracurricular Assignment Agreement
 1. Brenton Ebert, MCTC FFA Sponsor, 2017-2018
 2. Julie Sions, MCTC FFA Sponsor, 2017-2018
 3. Carol Webb, MCTC FFA Sponsor, 2017-2018
- B. Student Chaperones
 1. Brenton Ebert, State Fair Entries, Lewisburg, WV, August 9-10, 2017
 2. Julie Sions, Forestry State Competition, WVU Forest, September 13-14, 2017
 3. Carol Webb, State Fair Awards Recognition, Lewisburg, WV, August 12-13, 2017
 4. Carol Webb, State Career Development Event, Bridgeport, WV, September 13-14, 2017

C. Placements – Professional Personnel

1. Morgan Greaser, **transfer from** Itinerant Speech Assistant, half-day, Student Services, **to** Itinerant Speech Assistant, Student Services **-This position was advertised August 10 – 16, 2017**

D. Placements – Service Personnel

1. Brian Alt, Mechanic, Bus Garage, 235 days (207 days for the 2017-2018 employment term), effective August 30, 2017

Mr. Alt is a resident of New Creek, West Virginia, and was most recently self-employed as an owner of a MAC Tool Franchise.

2. Darrin Holland, Mechanic, Bus Garage, 235 days (203 days for the 2017-2018 employment term), effective September 5, 2017

Mr. Holland is a resident of Keyser, West Virginia, and was most recently employed as an Assistant Manager at Keyser Auto Parts.

E. Placements – Extracurricular Professional Personnel, effective with the 2017-2018 employment term

1. Sandra Bradley, Mentor Teacher Systemwide
2. Marlane Hartman, Mentor Teacher, Systemwide
3. Larry McFarland, Mentor Teacher, Systemwide
4. Tommy Nester, Mentor Teacher, Schoolwide
5. Rebonica Davis, Mentor Teacher, Schoolwide
6. Kathleen Brown, Mentor Teacher, Schoolwide
7. Amanda Jewell, Team Leader – Health and Physical Education, Frankfort Middle School

F. Placement – Extracurricular Coaching

1. Paul Kelly, Jr., Football Assistant Coach, Frankfort High School
-Football Auxiliary Coach position was advertised August 10 – 16, 2017

G. Rescind Hiring – Professional Personnel

1. Holly Itzo, Teacher, Special Education, Keyser Middle School, due to failure to sign contract
-This position was advertised August 10 – 16, 2017
2. Teresa Norris, Teacher, Science, Keyser Middle School, due to failure to sign contract
-This position was advertised August 10 – 16, 2017

H. Resignation – Professional Personnel

1. Elissa Pancake, School Counselor/Attendance Worker, Keyser Primary, Middle, and High Schools, Itinerant Countywide, 210 days, effective August 2, 2017
-Advertise Position

I. Resignation – Extracurricular Professional Personnel

1. Dennis Mickey, Team Leader – Health and Physical Education, Frankfort Middle School, effective July 28, 2107
-This position was advertised from August 2 – 9, 2017

J. Resignation – Extracurricular Coaching

1. Matthew Wratchford, Boys' Tennis Head Coach, Keyser High School, effective August 3, 2017
-Advertise Position
2. Scott Beeman, Softball Auxiliary Coach, Frankfort High School, effective August 6, 2017
-Advertise Position

K. Permission to Post Positions

1. Mineral County Alternative Program; Funding Source: County
 - a. Evening School Teacher, Special Education
 - b. Evening School Teacher
2. Keyser High School, 2 positions each; Funding Source: County
 - a. After School Tutoring Teachers, Mathematics
 - b. After School Tutoring Teachers, Social Studies
 - c. After School Tutoring Teachers, Science
 - d. After School Tutoring Teachers, Language Arts
 - e. After School Detention Teachers
 - f. Credit Recovery Teachers
3. Mineral County Technical Center, Funding Source: County
 - a. TASC Examiner
4. Frankfort High School, 2 positions, Funding Source: County
 - a. After School Tutoring Teachers
5. Substitute Service Personnel
 - a. Substitute School Bus Operators
 - b. Substitute Custodians

L. Volunteers

1. Burlington Primary School
 - a. Julie Cryser
 - b. Alfred Harris
 - c. Jeanette Harris
 - d. Irene Leatherman

2. Fort Ashby Primary School
 - a. Kelly Mauzy

3. Frankfort High School
 - a. Floyd Ackerman, Band
 - b. Patrick Belt, Band
 - c. Scott Bland, Band
 - d. Matthew Bolinger, non-coaching Boys' Soccer
 - e. Melissa Clark, non-coaching (Boosters)
 - f. Sidney Evans, Band
 - g. Carter Houdersheldt, non-coaching Football
 - h. Jacob Hughes, non-coaching Football
 - i. Brenda Lewis, Band, non-coaching Soccer
 - j. Cara Malone, Band, non-coaching Cheer and Girls' Basketball
 - k. Tim Malone, Band, non-coaching Cheer and Girls' Basketball
 - l. Donna Menear
 - m. Jack D. Phipps, non-coaching Football
 - n. Jeremy Shipway, non-coaching Football
 - o. Amy Weaver, Band, non-coaching Cross Country and Track

4. Frankfort Middle School
 - a. Amy Marley
 - b. Tracey Taylor

5. Keyser High School
 - a. Caitlin Cameron, non-coaching Cheerleading
 - b. Lisa Corbin, Band
 - c. Sherry Faulk, non-coaching Cross Country
 - d. Melissa Guy
 - e. Rick High, non-coaching Cross Country and Track
 - f. Deanna Ludwick
 - g. Abby Slaughter, Band
 - h. Misti Slaughter, Band
 - i. Ted Slaughter, Band
 - j. Terry Stephens

6. Keyser Middle School
 - c. Melissa Bess
 - d. Tabitha Jones
 - e. Melissa Lannon
 - f. Renetta Moon
 - g. Jennifer Parish-Lannon
 - h. Heather Powell

7. Keyser Primary School

- a. Deborah Amtower
- b. Scott Bland
- c. Sarah Hart
- d. Alicia Mongold-Swick
- e. Jennifer Parish-Lannon
- f. Lindy Patton
- g. Susan Radko
- h. Daniel Radko
- i. Judy Shrout
- j. Pamela Whittacre

8. Mineral County Technical Center

- a. Douglas Owens

9. New Creek Primary School

- a. Brent Barrick
- b. Meredythe Barrick
- c. Irene Leatherman
- d. Ann Parrish
- e. Natasha Riggleman

M. Leave of Absence Requests* – **ITEM**

- 1. Karen Fisher, Custodian, Frankfort Middle School, effective August 25 – November 29, 2017
- 2. Dennis Mickey, Teacher, Frankfort Middle School, effective for SY17-18
- 3. Anita Whetzel, Custodian, Keyser High School, effective for SY17-18
- 4. Emily Wildman, Teacher, Frankfort Middle School, effective August 24 – October 4, 2017
- 5. Kurtis Wildman, Teacher, Keyser Middle School, effective August 24 – September 7, 2017

**Pending receipt of medical certification, if applicable*

Date and Time of Next Meeting: _____

ADJOURNMENT.